



Commission Meeting

May 18, 2018

Iowa College Student Aid Commission

430 East Grand Avenue 3rd Floor

Des Moines, IA, 50309

May 2018 Commission Meeting

May 2018 Agenda

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UPCOMING MEETING DATES:
Meeting Dates set at May 2018 Commission Meeting

IOWA COLLEGE STUDENT AID COMMISSION

Executive Director's Report May 2018

Course to College Corps 2018-19 Site Applications

Iowa College Aid is preparing to enter into a second-year of the Course to College Corps program. The program places AmeriCorps members in selected communities to build the capacity of school districts offering college access and success programming and to provide direct services to students and families. AmeriCorps members work with administrators, counselors, educators and community organizations to implement Course to College and provide college and career exploration, college application and FAFSA completion assistance. Members also support students with completing the necessary requirements during the summer months in their transition from high school to postsecondary matriculation.

Contingent upon award of the AmeriCorps State Grant, Iowa College Aid will select up to 20 host-site applicants to host one or more AmeriCorps members to serve as College Access Coaches. Members will serve from October 2018 – September 2019. Iowa College Aid has received applications or interest from the following communities:

| | |
|-----------------------------|--------------------|
| Estherville Lincoln Central | Cedar Rapids |
| Fort Dodge | Clinton |
| Perry | Dubuque |
| Sioux City | Muscatine |
| Mason City (pending) | Cardinal (pending) |

College Decision Days!

Iowa College Decision Day recognizes high school seniors for their decisions to continue their education beyond high school and helps to create a college-going culture throughout Iowa high schools. Iowa College Decision Day takes place on or around May 1, as part of Iowa College Aid's Course to College Program. This year, over 50 official events have been registered across the state with the Course to College Program. Host sites must create an event that fulfills the following:

- Recognizes ALL students for their postsecondary plans

- Recognition to happen in front of the entire student body
- Contact local media – encourage publicity beyond the high school building

Participating schools receive planning resources, banners, flyers, signs and certificates to support their efforts.

GEAR UP Youth Leadership Summit

GEAR UP Iowa has selected four students to participate in the 2018 Youth Leadership Summit (YLS) in Washington, DC. The YLS helps GEAR UP high school students create a national network of peers, identify and maximize their leadership skills, and receive the tools and training to facilitate positive change in their communities. Over 3.5 days, YLS enhances participants' ability to speak confidently, work effectively in teams, and build their capacity to lead. In turn, our YLS students will then use these skills to serve their schools and communities.

GEAR UP Iowa Year 5

GEAR UP Iowa will be entering into year five this coming school year, as students begin their junior year. Schools submitted their detailed plans according to the [GEAR UP Iowa Year 5 Framework](#) in April with required components of providing academic support, college exposure, and noncognitive skill development to prepare students for graduation and successful transition on to postsecondary education. GEAR UP Iowa has already served over 9,000 students with this grant across the state. The 12 partner school districts will receive just over \$1 million in federal funds from Iowa College Aid's GEAR UP grant to support building a college-going culture in all GUI schools.

**IOWA COLLEGE STUDENT AID COMMISSION
MINUTES OF MEETING
February 23, 2018**

Members Present:

Janet Adams
Tim Fitzgibbon
Kassidy Krause
Mark Putnam
Doug Shull
Cindy Winckler

Manny Atwood
Rachael Johnson
Katie Mulholland
Herman Quirmbach
Jeremy Varner

Members Absent:

Michael Ash
Jeff Edler

Cecil Dolecheck
Mary Pudenz

Staff Present:

Samita Basnet
Laura Ingleby
Adam Messer
Julie Ntem
Ashley Wendt

Todd Brown
Elizabeth Keest-Sedrel
Karen Misjak
Christina Sibaouih

AG Present:

Emily Willits

Guests Present:

Kimberly Bingaman
Rachel Boon
Angie Carlson
David Fardal

Bridgepoint
Board of Regents
Capri College
Department of Management

Dennis Jones
Sherry Jones
Brian Prescott

NCHEMS
Ashford University
NCHEMS

Call to Order

The Iowa College Student Aid Commission met for a regularly scheduled meeting on February 23, 2018. Commission Chair Adams called the meeting to order at 10:00 a.m.

Chair Adams requested to move the Board Structure Committee Report under the Meeting Minutes.

Motion: Commissioner Shull moved to approve the requested agenda amendment. Commissioner Putnam seconded the motion, which passed unanimously.

Executive Director's Report

Ms. Misjak said the Commission continues to work on improving the FAFSA completion initiative. Area Education Agencies (AEAs) are focusing on Postsecondary Readiness and Equity Partnership and working to build equitable capacity across all AEAs. Ms. Misjak shared that this collaboration around FAFSA data allows the Commission to share up to date information through the FAFSA.iowa.gov website. With data sharing agreements signed by all AEAs student level completion reports will be provided to all schools. Ms. Misjak said in turn the schools will perform actionable interventions to attain FAFSA completion goals. Staff is working with the AEA leads to outline training and information to ensure support for the individuals at the schools who are receiving this information understands the reports and know how to work with students and families to increase the FAFSA completion numbers.

Ms. Misjak shared that all of the GEAR UP cohort schools will be attending the annual GEAR UP conference next week. There are 110 attendees registered to date. Ms. Misjak said the first day of the conference will be interest sessions and the second day will be used for collaboration and planning for the 5th year of

the grant. Our vendor, Cambridge Education Services will be there to train on ACT test prep services offered to GEAR UP schools.

Every year during the summer, the Commission hosts a student summit for GEAR UP students to experience a college campus. Ms. Misjak said a Request for Proposal seeking college partners to host an event on their campus has gone out. The summit will be located regional to allow more students to attend. Ms. Misjak added that this is a change from previous years and that staff is planning for four separate locations. Ms. Misjak said this would allow students to connect with current college students to learn about college, discuss college fit and provide opportunities for GEAR UP students to visit one of the colleges of choice.

Ms. Misjak provide an update on the upcoming office location move. She shared that staff have worked with DAS and a Request for Proposals will be issued in the next couple of weeks. At this time, the current lease will be up June 30, 2018. Ms. Misjak said there may be a call for a special meeting to approve the cost of the move as it was not budgeted in the FY 2018 approved budget.

Minutes of Meeting

Motion: Commissioner Atwood moved to approve the meeting minutes for the November 17, 2017 Commission Meeting. Commissioner Mulholland seconded the motion, which passed unanimously.

NCHEMS Report

Ms. Misjak introduced Dr. Brian Prescott to provide an overview of the Restructure and Roadmap Report & Recommendations that The National Center for Higher Education Management Systems (NCHEMS) prepared at the request of the Commissioners. Mr. Dennis Jones from NCHEMS also helped with the presentation.

Dr. Prescott shared that data and information was collected from public sources, stakeholder interviews, Commission staff, as well as Commissioners and they evaluated the services that the Commission provides to Iowans. Dr. Prescott said Iowa College Aid has a strong emphasis in college going culture

and that currently the Commission has been able to sustain their services by non-state appropriated funds. With its Postsecondary expertise, Iowa College Aid has the opportunity to do work that no other entity in the state can. Dr. Prescott said the administration of the state grant programs is a key part of the business that the Commission provides. As well as, the less widely known role that Iowa College Aid plays in Postsecondary Registration; in particular the interstate reciprocity agreements that are becoming more important with the growth and interest in online education. This is something that Iowa College has been doing without receiving much in the way of state appropriations. There is a growing need for a research role related to college affordability. Mr. Jones said all policy in the state of Iowa is tied to types of institutions and that the programs are very sector driven. There is a role that is missing that takes the student role and how it works across all sectors of higher education. Dr. Prescott said Iowa College Aid has a role to play in college outreach, however feels there is a lack of coordination. The consultants then responded to questions from Commissioners.

Dr. Prescott said the first recommendation is to recreate Iowa College Aid with a new name and revised mission. The name should convey the agency's essential position as an entity that helps steer state policy toward the achievement of state goals, provides critical, unbiased analytical support for policymakers and practitioners, addresses issues that fall in the cracks between educational sectors and between education and workforce, and addresses issues from a student-based perspective rather than an institutional one.

Dr. Prescott said the second recommendation is to align Iowa College Aid's structure with the redefined mission. Dr. Prescott recommended reviewing the current make up of board members. He commented he was impressed with the current staff at the Commission however feels there is not a sufficient capacity in the research division. Dr. Prescott recommended reviewing the legal structure and looking into becoming a public non-profit corporation/authority.

Dr. Prescott said the third recommendation is to provide necessary financing for the redesigned agency to accomplish the missions specified in the first recommendation. The core functions need to be funded from state appropriations and the Commission should seed an endowment trust with remaining funds from Great Lakes.

Dr. Prescott said the fourth recommendation is to simplify and consolidate aid programs that have minimal impact, and update remaining aid programs so that eligibility requirements are not based on sector attendance. Dr. Prescott said the Commission should eliminate the low participation programs and consolidate similarly structured, but otherwise sector-specific programs.

Dr. Prescott recommends emphasizing student success and meeting workforce needs from a position of independence and impartiality. The Commission should have an essential administrative role in state aid programs and postsecondary registration funded by state appropriations. Research capacity should be increased to allow the Commission to do cross-sectoral research and analysis. Coordination of college outreach efforts to high school students and adults should be evaluated and the Commission should look into being supplemented by sustainable independent funding and active grant seeking for these efforts.

Commission Chair Adams said the committee will meet and discuss the recommendations that were presented and then report back to the Commission. Chair Adams requested that all Commissioners look deeper at the report and be ready for future discussion.

Admin Rules

Mr. Brown said the amendments to Chapter 1 are proposed as a result of changes made to the Bylaws during the September 15, 2017 Commission meeting to conform Administrative Rules to the change.

Motion: Commissioner Fitzgibbon moved to adopt amendments to Administrative Rules Chapter 1 – “Organization and Operation”. Commissioner Atwood seconded the motion, which passed unanimously.

Mr. Brown said the amendments to Chapter 12 reflect current policies and processes and incorporate clarifications with respect to SARA-approved schools.

Motion: Commissioner Mulholland moved to adopt amendments to Administrative Rules Chapter 21 – “Approval of

Postsecondary Schools". Commissioner Shull seconded the motion, which passed unanimously.

Mr. Brown said the amendments to Chapter 1 and 17 reflect changes to Iowa Code enacted during the 2017 legislative session by House File 642. In Chapter 1 amendments update the structure of the Commission board to reflect statutory changes. The changes in Chapter 17 rescind administrative rules for the Barber and Cosmetology Arts and Sciences Tuition Grant, which was eliminated in House File 642.

Motion: Commissioner Johnson moved to propose amendments to Administrative Rules Chapter 1 – "Organization and Operations" and Chapter 17 – "Barber and Cosmetology Arts and Sciences Tuition Grant Program". Commissioner Varner seconded the motion, which passed unanimously.

GEAR UP Iowa Evaluation Advisor Contract Extension

Ms. Sibaouih said this is the third extension request for the GEAR UP Iowa Evaluation Advisor contract.

Motion: Commissioner Shull moved to authorized the Executive Director to enter into a one-year extension contract, for outside evaluation advisory services for the GEAR UP Iowa Project with the National Council for Community and Education Partnerships (NCCEP). Commissioner Fitzgibbon seconded the motion, which passed unanimously.

Audit and Finance Committee

Commissioner Fitzgibbon said the committee met and discussed two State Audit findings relating to how mail is handled in regards to accounting documents and minor errors on financial balances. Commissioner Fitzgibbon said the committee is working with staff on updating how the financials are presented to the Commission. The concentration is on providing a snapshot that makes sense to the board. Commissioner Putnam complimented staff on the work they have done with these new documents. Commissioner Fitzgibbon said new reports will be provided for the May Commission meeting.

Commissioner Shull departed the meeting.

Legislative Committee Report

Mr. Brown provided an overview of the current bills that staff are tracking that relate to the Commission. Commissioner Quirmbach asked if any data analysis is done to determine the continuing need to support training teachers and the effectiveness of the program. Mr. Brown said surveys have gone out in the past however; there is no clear data as to whether it keeps teachers in the state. Commissioner Quirmbach said the Commission needs to have more research capacity.

Register Renewal of Ashford University

Ms. Small provided an overview of Ashford University history in the state of Iowa and that it currently has 1,102 Iowa students. In response to a question from Commissioner Fitzgibbon, Ms. Small said if the Commission does not approve the registration for Ashford University, they would be forced to cease operating in Iowa and providing instruction to Iowans. Since Ashford does not use a traditional academic calendar, a forced cessation of instruction would need to be coordinated, with Ashford's help, to minimize outstanding debt owed to the school for courses students could not finish. Ms. Small also noted that Iowa students who could not finish their Ashford programs would not be eligible for Federal Stafford Loan Forgiveness. Commissioner Putnam asked about a recent report from Veterans Affairs regarding state hopping. Ashford University said they have strong relationships in every state they are in and assured Commissioners that they do not state hop. In response to a question from Commissioner Quirmbach, Ms. Small said Administrative Rules allows staff the discretion to limit or revoke registration at any time.

Motion: Commissioner Mulholland moved to approve Ashford University for a two-year registration renewal term that begins retroactively on November 20, 2017 through November 20, 2019, with the following stipulation: Ashford University (the University) must 1. Substantively respond to staff's forthcoming

written request for information about its current operations in areas that include recruiting and marketing, admissions, and financial aid administration, and 2. Cooperate in resolving any issues staff identify as a result of the data submission. Details of the data to be requested of the University, including timeframes for the University's response, will be identified and transmitted to the University in separate correspondence from staff. Commissioner Johnson seconded the motion which passed by roll call vote with Commissioners Janet Adams, Rachael Johnson, Cassidy Krause, Katie Mulholland and Jeremy Varner voting for and Commissioners Manny Atwood, Tim Fitzgibbon and Mark Putnam voting against.

Staff Report

Ms. Small provided a report on Postsecondary Registration Approvals as well as Exemption and SARA approvals, and provided a list of Exemption Applications that are currently under review.

Ms. Basnet provided an update on the FY 2018 year-to-date financials.

Ms. Keest-Sedrel provided an overview of the FY 2017 Annual Report.

Adjourned at 12:28 p.m.

Janet Adam, Chair

Katie Mulholland, Vice Chair

IOWA COLLEGE STUDENT AID COMMISSION

Proposed Meeting Schedule May 2018

RECOMMENDED ACTION:

Approve a meeting schedule for Fiscal Year 2019.

Commission rules require at least six meetings per year. In addition, special meetings, which are often held by telephone, may be scheduled. Notice of such meetings will be given to the public at least seven days prior to the meeting.

Unless otherwise indicated, the meetings will begin at 10:00 a.m., and plan to adjourn by 1:00 p.m.

- July 20, 2018 (by telephone)
- September 21, 2018
- November 16, 2018
- January 18, 2019
- March 15, 2019 (by telephone)
- May 17, 2019

(March meeting date may be changed to accommodate Spring Break Schedules.)

IOWA COLLEGE STUDENT AID COMMISSION

Administrative Rules May 2018

RECOMMENDED ACTION:

Move to adopt amendments to Administrative Rules Chapter 1, "Organization and Operation," and to rescind Chapter 17, "Barber and Cosmetology Arts and Sciences Tuition Grant Program."

These proposed amendments reflect changes to the Iowa Code enacted in 2017 Iowa Acts, House File 642. House File 642, section 11, restructured the membership of the Commission, and section 43 repealed the Barber and Cosmetology Arts and Sciences Tuition Grant Program.

Public Comments: None

These rules are identical to the rules approved by the board in February.

COLLEGE STUDENT AID COMMISSION[283]

Adopted and Filed

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby adopts amendments to Chapter 1, "Organization and Operation," and to rescind Chapter 17, "Barber and Cosmetology Arts and Sciences Tuition Grant Program," Iowa Administrative Code.

These proposed amendments reflect changes to the Iowa Code enacted in 2017 Iowa Acts, House File 642. House File 642, section 11, restructured the membership of the Commission, and section 43 repealed the Barber and Cosmetology Arts and Sciences Tuition Grant Program.

Notice of Intended Action was published in the Iowa Administrative Bulletin on March 28, 2018, as

ARC 3711C. No public comments were received. No changes from the Notice have been made.

The Commission does not intend to grant waivers under the provisions of these rules.

After analysis and review of this rule making, the Commission finds that there is no impact on jobs.

These amendments are intended to implement Iowa Code chapter 261.

The following amendments are proposed.

ITEM 1. Amend subrule 1.2(2) as follows:

1.2(2) *The commission.* The commission consists of 15 ~~44~~ members and functions under the leadership of a chairperson elected by the membership. Nine ~~Eight~~ members are appointed by the governor to serve four-year terms. Four ~~Three~~ of the governor's appointees represent the general public, one represents parents of Iowa postsecondary students ~~one represents Iowa lending institutions~~, one represents practitioners licensed under chapter 272, one represents Iowa independent colleges and universities, one represents Iowa community colleges, and one represents Iowa postsecondary students, ~~and one shall be an individual who is repaying or has repaid a student loan guaranteed by the commission~~. One member is appointed by the board of regents. The president of the senate, the minority leader of the senate, the speaker of the house of representatives, and the minority leader of the house of representatives each appoint one ex officio, nonvoting commission member. The director of the department of education serves as a continuous member of the commission and may appoint a designee to represent the department of education.

ITEM 2. Rescind Chapter 283—17 “Barber and Cosmetology Arts and Sciences Tuition Grant Program”.

RECOMMENDED ACTION:

Move to adopt emergency amendments to Administrative Rules Chapter 1, "Organization and Operation."

COLLEGE STUDENT AID COMMISSION [283]

Adopted and Filed Emergency

The Iowa College Student Aid Commission hereby adopts Chapter 1, "Organization and Operation," Iowa Administrative Code.

Legal Authority for Rule Making

This rule making is adopted under the authority provided in 261.3.

State or Federal Law Implemented

This rule making implements, in whole or in part, Iowa Code chapter 261.

Purpose and Summary

Amendments to subrule 1.2(3) were Adopted and Filed and published in the March 28, 2018, Iowa Administrative Bulletin as **ARC 3699C**. On April 9, 2018, the Administrative Rules Review Committee, pursuant to Iowa Code section 17A.4(7), expressed concern regarding the language clarifying the number of meetings held annually and the definition of affirmative votes. The Committee voted to delay the effective date of **ARC 3699C** for 70 days, allowing Commission staff to propose amendments to address their concerns. At its May 8, 2018, meeting, the Administrative Rules Review Committee reviewed language proposed by Commission staff and, pursuant to Iowa Code section 17A.4(3), approved the Emergency adoption of the amendments.

Reason for Adoption of Rule Making Without

Prior Notice and Opportunity for Public Participation

In compliance with Iowa Code section 17A.4(3)"a," the Administrative Rules Review Committee at its May 8, 2018, meeting approved the emergency adoption.

Reason for Waiver of Normal Effective Date

Pursuant to Iowa Code section 17A.5(2)"b"(1)(b), the Commission finds that the normal effective date of rule making, 35 days after publication, should be waived and the rule making made effective May 18, 2018. The Adopted and Filed Emergency amendments will become effective prior to the delayed effective date of **ARC 3699C**, conferring a benefit by ensuring that the language in **ARC 3699C** is not effective prior to the adoption of the corrective language contained in this rule making.

Fiscal Impact

This rule making has no fiscal impact to the state of Iowa.

Concurrent Publication of Notice of Intended Action

In addition to its adoption on an emergency basis, this rule making will be initiated through the normal rule making process to allow for public comment.

Jobs Impact

After analysis and review of this rule making, no impact on jobs has been found.

Waivers

Any person who believes that the application of the discretionary provisions of this rule making would result in hardship or injustice to that person may petition the Commission for a waiver of the discretionary provisions, if any, pursuant to 283 – Chapter 7, Iowa Administrative Code.

Review by Administrative Rules Review Committee

The Administrative Rules Review Committee, a bipartisan legislative committee which oversees rule making by executive branch agencies, may, on its own motion or on written request by any individual or group, review this rule making at its regular monthly meeting or at a special meeting. The Committee's meetings are open to the public, and interested persons may be heard as provided in Iowa Code section 17A.8(6).

The following rule making action is adopted:

ITEM 1. Amend subrule 1.2(3) as follows:

1.2(3) Meetings. The commission shall meet at regular intervals at least six times annually, but not

more than eight times in-person annually. ~~The commission may hold additional regular meetings from time to time during the year as deemed necessary and with proper notice to the public. Additional meetings also may be called at the discretion of the chairperson.~~

a. The chairperson of the commission presides at each meeting. Members of the public may be recognized at the discretion of the chairperson. All meetings are open to the public in accordance with the open meetings law, Iowa Code chapter 21.

b. The commission shall give advance public notice of the time and place of each commission meeting. The notice will include the specific date, time, and place of the meeting.

c. A quorum shall consist of two-thirds of the voting members of the commission. When a quorum is present, a position is carried by an affirmative vote of the majority of commission members eligible to vote. ~~A commissioner who is present at a meeting of the commission at which action on any matter is taken shall be presumed to have assented to the action taken unless the commissioner's dissent or abstention is recorded in the minutes of the meeting or unless, before adjournment of the meeting, the commissioner files written dissent to such action with the person who is acting as the secretary of the meeting. The right to dissent shall not apply to a commissioner who voted in favor of an action.~~

d. A specific time is set aside at each meeting for the public to address the commission. As a general guideline, a limit of five minutes will be allocated for each of these presentations. If a large group seeks to address a specific issue, the chairperson may limit the number of speakers. Members of the public who wish to address the commission during this portion of the meeting are required to notify the commission's administrative secretary prior to the meeting. The person's name and the subject of the person's remarks must be provided. To accommodate maximum public participation, members of the public are encouraged to submit requests at least 72 hours in advance of the meeting.

RECOMMENDED ACTION:

Move to propose amendments to Administrative Rules Chapter 1, “Organization and Operation.”

COLLEGE STUDENT AID COMMISSION[283]

Notice of Intended Action

The Iowa College Student Aid Commission hereby proposes to amend Chapter 1, “Organization and Operation,” Iowa Administrative Code.

Legal Authority for Rule Making

This rule making is proposed under the authority provided in 261.3.

State or Federal Law Implemented

This rule making implements, in whole or in part, Iowa Code chapter 261.

Purpose and Summary

Amendments to subrule 1.2(3) were Adopted and Filed and published in the March 28, 2018, Iowa Administrative Bulletin as **ARC 3699C**. On April 9, 2018, the Administrative Rules Review Committee, pursuant to Iowa Code section 17A.4(7), expressed concern regarding the language clarifying the number of meetings held annually and the definition of affirmative votes. The Committee voted to delay the effective date of **ARC 3699C** for 70 days, allowing Commission staff to propose amendments to address their concerns. At its May 8, 2018, meeting, the Administrative Rules Review Committee reviewed language proposed by Commission staff and, pursuant to Iowa Code section 17A.4(3), approved the Emergency adoption of the amendments.

Fiscal Impact

This rule making has no fiscal impact to the state of Iowa.

Jobs Impact

After analysis and review of this rule making, no impact on jobs has been found.

Waivers

Any person who believes that the application of the discretionary provisions of this rule making would result in hardship or injustice to that person may petition the Commission for a waiver of the discretionary provisions, if any, pursuant to 283 – Chapter 7, Iowa Administrative Code.

Public Comment

Any interested person may submit comments concerning this proposed rule making. Written comments in response to this rule making must be received by the Executive Director, Iowa College Student Aid Commission, 430 East Grand Avenue, Third Floor, Des Moines, Iowa, 50309-1920, no later than 4:30 p.m. on July 10, 2018. Comments should be sent by email to karen.misjak@iowa.gov, by fax to (515)725-3401, or via the Iowa administrative rules website at <https://rules.iowa.gov>.

Public Hearing

No public hearing is scheduled at this time. As provided in Iowa Code section 17A.4(1)“b,” an oral presentation regarding this rule making may be demanded by 25 interested persons, a governmental subdivision, the Administrative Rules Review Committee, an agency, or an association having 25 or more members.

Review by Administrative Rules Review Committee

The Administrative Rules Review Committee, a bipartisan legislative committee which oversees rule making by executive branch agencies, may, on its own motion or on written request by any individual or group, review this rule making at its regular monthly meeting or at a special meeting. The Committee’s meetings are open to the public, and interested persons may be heard as provided in Iowa Code section 17A.8(6).

The following rule making action proposed:

Emergency Rule Making Adopted by Reference

This proposed rule making is also published herein as an Adopted and Filed Emergency rule making. The purpose of this Notice of Intended Action is to solicit public comment on that emergency rule making, whose subject matter will be adopted by reference.

IOWA COLLEGE STUDENT AID COMMISSION

Gold Bridge Partners, Inc. Contract Extension May 2018

RECOMMENDED ACTION:

Authorize staff to exercise the option for a one-year extension of the State Scholarship, Grant and Loan Repayment Application and Processing System contract with Gold Bridge Partners, Inc.

The Commission signed a contract in June 2014 with Gold Bridge Partners, Inc. (GBPI), for customization, configuration and implementation of a secure web-based system, developed specifically for the administration of grant, scholarship and loan repayment programs. The contract covered a one-year period (June 9, 2014 – June 30, 2015) and permits five one-year renewals at the option of the Commission. This will be the fourth of the five allowable renewal terms. The renewal contract period is for July 1, 2018 – June 30, 2019.

Staff has been pleased with the performance of GBPI thus far. The new system, the Iowa College Aid Processing System (ICAPS®) has streamlined the administration and distribution of the grant and scholarship programs.

The following represents the expenses outlined in the contract:

| Milestone Event | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 |
|------------------------------|----------------------|---------------------|--------------------|----------------------------|-----------|-----------|
| Development & Implementation | \$ 316,782 (Paid) | \$158,391 (Paid) | \$0 | \$158,390 (60% Paid) | \$0 | \$0 |
| Hosting | \$111,158 (Paid) | \$48,242 (Paid) | \$50,004 (Paid) | \$51,854 (Paid) | \$53,797 | \$56,637 |
| Maintenance & Support | \$0 | \$94,800 (Paid) | \$97,644 (Paid) | \$100,572 (Paid) | \$103,584 | \$106,692 |

IOWA COLLEGE STUDENT AID COMMISSION

Colorfx Contract Extension May 2018

RECOMMENDED ACTION:

Authorize the Executive Director to exercise the option for a one-year extension, not to exceed \$200,000 annually, of the Printing, Storage and Distribution Services Master Agreement with Colorfx/Mittera Group.

Colorfx was awarded the Printing, Storage and Distribution Services Master Agreement for an initial contract period of January 27, 2014 through January 26, 2015 with the possibility for five one-year extensions. The extension request through January 26, 2019 is the fourth of the five available extensions.

Staff has worked with Colorfx during the past year to improve contractor responsiveness. The contractor has upgraded the online order form and inventory tracking capabilities. Having the contractor process all distribution of orders provided a cost savings to the agency. The cost of the Colorfx Contract is not to exceed \$200,000 annually.

IOWA COLLEGE STUDENT AID COMMISSION

Amperage Contract Extension May 2018

RECOMMENDED ACTION:

Authorize staff to exercise the option for a one-year extension of the Public Relations and Communication Services Contract with Amperage.

The Department of Administrative Services signed a Master Agreement for the Iowa College Student Aid Commission in May 2014 for creative advertising, marketing and consulting services for the Commission's Marketing Department. This renewal contract period is for May 15, 2018-May 14, 2019.

Staff has been very pleased with Amperage's performance under this contract. Amperage has provided Commission staff with expertise and significant time savings in the areas of marketing and communications. This is the fourth of the five one-year extensions.

IOWA COLLEGE STUDENT AID COMMISSION

Legislative Committee

May 2018

The Legislative Committee will meet prior to the Commission Meeting and a report will be presented at the May 18, 2018 Commission Meeting.

IOWA COLLEGE STUDENT AID COMMISSION

Audit and Finance Committee Report May 2018

The Audit and Finance Committee will meet prior to the Commission Meeting and will be providing a report to the Commission on May 18, 2018.

RECOMMENDED ACTION:

Approve Iowa College Aid's internal budget for State Fiscal Year 2019.

IOWA COLLEGE STUDENT AID COMMISSION

Postsecondary Registration May 2018

Postsecondary Registration Approvals

Staff has approved the following noncontroversial registration applications since the last written report to Commissioners in February of 2018.

Western Illinois University (out-of-state renewal)
Regis College (initial approval, out-of-state)
Faith Baptist Bible College & Theological Seminary (in-state voluntary registration renewal)
Northcentral University (out-of-state renewal)

Postsecondary Registration Applications Under Review

Chamberlain University (out-of-state renewal application)
Purdue University Global (initial registration application in anticipation of the acquisition of Kaplan University by Purdue University in Indiana)
Simmons College (out-of-state renewal application)
Drake University (in-state voluntary renewal application)
St. Luke's College (in-state voluntary renewal application)
William Penn University (in-state voluntary renewal application)
St. Ambrose University (in-state voluntary renewal application)
Carlson College of Massage Therapy (in-state voluntary renewal application)
Hamilton Technical College (in-state voluntary renewal application)

Postsecondary registration evaluation reports for approved schools may be accessed on the Commission's website at <https://www.iowacollegeaid.gov/content/postsecondary-applications>.

Initial Iowa SARA Approvals

None

Iowa SARA Renewal Approvals

Graceland University
Faith Baptist Bible College and Theological Seminary
Northeast Iowa Community College

Waldorf University
Southwestern Community College
Northwestern College
University of Dubuque
Kirkwood Community College

Iowa SARA Renewal Applications Under Review

Iowa Central Community College
St. Luke's College

Iowa Exempt School Approvals

Dancing Prairie Massage Therapy
Nurse Aid Education of Iowa, LLC
Inste Global Bible College
Northwestern College
Northeast Iowa Community College
Kirkwood Community College
Southwestern Community College

Iowa Exempt School Applications under Review

Bio-Chi Institute of Massage Therapy
Inspirit Institute Inc
East West School of Integrative Healing Arts
LeMars Beauty College
Northwest Iowa Community College
Iowa Central Community College
Total Look School of Cosmetology
Des Moines Area Community College

Iowa College Student Aid Commission

Statement of Net Position

As of April 30, 2018

4/30/2018

Assets

Current Assets

| | | |
|---|-----------|-------------------|
| Strategic Reserve Fund | \$ | 25,743,709 |
| GEAR UP 1.0 Scholarship Fund (Restricted) | \$ | 14,573 |
| Interest Receivable (estimate) | \$ | 56,994 |
| Other Receivables (Great Lakes & PLP) | \$ | 1,708,890 |
| Fees Receivable (Postsecondary) | \$ | 36,628 |
| Total Current Assets | \$ | 27,560,794 |

Noncurrent Assets

| | | |
|---|-----------|------------------|
| GEAR UP 2.0 Scholarship Fund (Restricted) | \$ | 8,202,318 |
| Capital Assets | \$ | 128,376 |
| Accumulated depreciation | \$ | (93,935) |
| Intangible Assets (Nonamortizable) | \$ | 957,245 |
| Total Noncurrent Assets | \$ | 9,194,004 |

| | | |
|---------------------|-----------|-------------------|
| Total Assets | \$ | 36,754,798 |
|---------------------|-----------|-------------------|

Liabilities

Current Liabilities

| | | |
|----------------------------------|-----------|----------------|
| GEAR UP 1.0 Scholarship Payables | \$ | 13,500 |
| Accounts Payable | \$ | 305,736 |
| Capital Leases (June 30, 2018) | \$ | 15,230 |
| Total Current Liability | \$ | 334,466 |

Noncurrent Liabilities

| | | |
|-------------------------------------|-----------|------------------|
| GEAR UP 2.0 Scholarship Payables | \$ | 8,202,318 |
| Total Noncurrent Liabilities | \$ | 8,202,318 |

| | | |
|--------------------------|-----------|------------------|
| Total Liabilities | \$ | 8,536,784 |
|--------------------------|-----------|------------------|

| | | |
|---------------------------|-----------|-------------------|
| Total Net Position | \$ | 28,218,014 |
|---------------------------|-----------|-------------------|

Iowa College Student Aid Commission
Operating Fund
Summary of Resources and Expenditures as of April 30, 2018

| Class Name | FY 2018 Budget | YTD Budget | YTD Total | Variance |
|--|-----------------------|----------------------|-----------------------|---------------------|
| Revenues | | | | |
| Federal Support(GU, JRJ & Americorp) | \$ 3,426,534 | \$ 2,569,901 | \$ 2,787,511 | 217,611 |
| Gov. Transfer for Admin | \$ 429,279 | \$ 321,959 | \$ 357,733 | 35,774 |
| ETV Foster Care | \$ 734,749 | \$ 551,062 | \$ 610,325 | 59,263 |
| Postsecondary Fee | \$ 100,000 | \$ 75,000 | \$ 63,372 | (11,628) |
| Gear Up 1.0 Trust | \$ 2,646,808 | \$ 1,985,106 | \$ 2,418,044 | 432,938 |
| Interest Revenue | \$ 100,000 | \$ 75,000 | \$ 196,803 | 121,803 |
| PLP - Performant & IDR | \$ 125,000 | \$ 93,750 | \$ 76,721 | (17,029) |
| Great Lakes Payment | \$ 3,808,540 | \$ 2,856,405 | \$ 4,026,780 | 1,170,375 |
| Total Revenues: | \$ 11,370,910 | \$ 8,528,183 | \$ 10,537,289 | 2,009,106 |
| Expenditures | | | | 0 |
| Salary and Benefits | \$ 4,056,990 | \$ 3,042,743 | \$ 2,757,497 | (285,245) |
| Travel | \$ 136,635 | \$ 102,476 | \$ 109,459 | 6,983 |
| Office Supplies & Postage | \$ 60,746 | \$ 45,560 | \$ 67,621 | 22,062 |
| Printing & Binding | \$ 110,501 | \$ 82,876 | \$ 65,389 | (17,487) |
| Advertising & Publicity | \$ 131,502 | \$ 98,627 | \$ 25,455 | (73,172) |
| Communications (ICN and Cellular) | \$ 12,073 | \$ 9,055 | \$ 27,007 | 17,952 |
| Rentals | \$ 206,000 | \$ 154,500 | \$ 149,057 | (5,443) |
| Prof & Scientific Services | \$ 95,235 | \$ 71,426 | \$ 164,236 | 92,810 |
| Outside Services | \$ 50,000 | \$ 37,500 | \$ 326,133 | 288,633 |
| Intra-State Reimbursement | \$ 62,119 | \$ 46,589 | \$ 55,458 | 8,869 |
| IT Equip.& Software/ Outside Serv | \$ 491,170 | \$ 368,378 | \$ 537,034 | 168,657 |
| Sub Grant Payment | \$ 1,852,576 | \$ 1,389,432 | \$ 686,450 | (702,982) |
| State Aid / Trust account | \$ 5,965,999 | \$ 4,474,499 | \$ 4,590,259 | 115,760 |
| Aid to Individuals | \$ 2,734,391 | \$ 2,050,793 | \$ 3,086,277 | 1,035,484 |
| Fund committed for Scholarship (Federal)** | \$ 3,290,324 | \$ 2,467,743 | \$ 219,416 | |
| Total Expenditures: | \$ 19,256,262 | \$ 14,442,196 | \$ 12,866,749 | 672,880 |
| Net Income Loss For Fund 0163 | \$ (7,885,351) | | \$ (2,329,460) | \$ 2,681,986 |

Iowa College Student Aid Commission
Summary of Resources and Expenditures as of April 30, 2018
All Programs

| | STATE APPROPRIATED PROGRAMS | STATE MANDATED/UNFUNDED PROGRAMS RELATED TO CHAPTER 261 OF IOWA CODE- POSTSECONDARY EDUCATION, BRANSTAD STATE FAIR GRANT, LOAN PROGRAMS | FEDERAL GRANT/PROGRAMS | COMMUNITY ENGAGEMENT | FFELP/PLP COLLECTIONS, GREAT LAKES | TOTALS |
|---|--------------------------------|--|---------------------------|-------------------------|--|--------------------|
| FY2018 Number of Programs | 12 | 7 | 6 | 3 | 2 | 30 |
| FY18 Fed Award (Admin)/ Others | | 100,000 | 12,162,128 | 0 | 4,033,540 | 16,295,668 |
| FY2018 State Appropriation/Grant (Scholarship) | 65,056,179 | - | 3,290,324 | | - | 68,346,504 |
| FY2018 State Admin/Fed Drawdown/Fees/Others | 357,733 | 63,372 | 5,815,880 | - | 4,300,306 | 10,537,290 |
| Personnel | 452,230 | 454,987 | 1,238,116 | 595,619 | 16,545 | 2,757,497 |
| Travel | 2,640 | 5,203 | 81,366 | 20,153 | 97 | 109,459 |
| Supplies, Printing & Binding, Postage | 18,414 | 19,492 | 65,827 | 28,603 | 674 | 133,010 |
| Support-Rent, Communication, Prof/Outside Service | 55,118 | 55,375 | 454,923 | 86,739 | 14,279 | 666,434 |
| State Legal, Audit, State Reimbursements | 8,730 | 9,434 | 25,023 | 11,952 | 319 | 55,459 |
| Advertising & Publicity | 4,017 | 4,041 | 11,960 | 5,290 | 147 | 25,455 |
| State Transfer/Reimbursements/IT | 85,510 | 86,383 | 248,347 | 113,664 | 3,128 | 537,032 |
| Total Operating Cost | 626,658 | 634,916 | 2,125,561 | 862,022 | 35,189 | 4,284,346 |
| Scholarship/Aid to individuals/Trust | 58,577,234 | 11,000 | 3,070,908 | 4,369 | - | 61,663,511 |
| Payment to Scholarship Trust | - | - | 1,590,259 | - | 3,000,000 | 4,590,259 |
| Grants to K-12 Schools/Communities | - | - | 529,885 | 156,566 | | 686,451 |
| Total Expenditures (Incl. Scholarship) | 59,203,892 | 645,916 | 7,316,613 | 1,022,957 | 3,035,189 | 71,224,566 |
| Fund Committed for Scholarship and Aid | 6,478,945 | - | 219,416 | - | - | 6,698,361 |
| Net Gain / Loss | (268,926) | (582,544) | (1,720,150) | (1,022,958) | 1,265,118.00 | (2,329,460) |
| Overall % of Total Expense | 83.12% | 0.91% | 10.27% | 1.44% | 4.26% | 100.00% |